

Town Wide Planning Committee

Meeting Minutes

August 23, 2017

Meeting convened at 7:05 pm.

Members Present: Joanne Dunne, Rich Simmarano, Norma Chanis, Tony Sanders, Pat Bryant, and Anita Scheipers.

Members Not Present: Cheryl Carlson, Raymond DeSanti, James Morrissey, Siobhan Bohnson, Sue Meola

Discussion and Decisions:

1. **Review of Chapters:** The committee reviewed the list of chapters to be included in the updated comprehensive plan. These chapters include:

<u>Chapter Name</u>	<u>Contact Person</u>	<u>TWP Liaison</u>
Executive Summary	N/A	
Factors Influencing Growth	TBD	
Land Use & Zoning	Vin Vignaly	Sue Meola
Population & Housing	Pat Halpin	Anita Scheipers
Economic Development	John Hadley	Tony Sanders
Transportation Network	Butch Jackson	Anita Scheipers
Open Space & Recreation	Vin Vignaly	Joanne Dunne
Cultural & Historic	various	Rich Simmarano
Municipal facilities & Services	Anita Scheipers	Anita Scheipers
Education	James Morrissey	James Morrissey
Financial Conditions	Finance Staff	Pat Bryant
Implementation Plan	N/A	

It was questioned as to whether we need to include the Factors Influencing Growth chapter. It was agreed this should be discussed with the Planning Board as we get closer to completion of the main chapters.

2. **Cultural and Historic Chapter:** The committee discussed in more detail how to approach this chapter - which will, by its nature, involve many different people and organizations. The members identified the following key parties to be contacted and mentioned as resources: The West Boylston Public Access Cable TV station, Concerts-on-the-Common, October Scarecrow Contest, and the West Boylston Day event. It was also suggested we seek input from our local churches, social and/or veterans clubs, the Historical Society, Cultural Council, Historic Commission and Library for additional feedback for input into this Chapter. Anita Scheipers will identify the appropriate contact people for each and send a letter out to the groups asking for the input. Rich Simmarano agreed to continue to be the lead contact person for the organizations for this

chapter. This chapter will likely take several months of discussion with these groups before a draft chapter can be developed.

3. **Public Participation Process:** Anita Scheipers asked the committee how they feel we can obtain the best public feedback on the chapters. It was asked what type of feedback was expected. Ms. Scheipers replied that we are not seeking feedback on the format of the chapters, but rather on issues such as: Are we identifying all key issues associated with each chapter subject? Do we have the correct mix of goals assigned to the next five years? Are the goals listed in an acceptable level of priority? The committee agreed this was appropriate. It was also agreed that the process needs to be multi-pronged and seek feedback in a variety of different ways; such as public meetings, outreach sessions with Town senior citizens, hard copy and electronic surveys, etc. Anita Scheipers stated this would be an ideal time to pull in some interns from the various area colleges.
4. **Next Meeting:** Meeting are planned to be held the 4th Tuesday of each month at 7:00PM. The next meeting is September 27, 2017 at 7pm in the large second floor meeting room. It was agreed we need to check with the various committees to ensure they have draft chapters ready for review by this meeting. Ms. Scheipers stated that the Municipal Facilities and Services chapter and Financial Conditions Chapter would likely not be ready until later in the calendar year.
5. **Adjournment:** Pat Bryant moved and Tony Sanders seconded to adjourn. Vote: All yes. Motion approved. Meeting adjourned at 7:45pm.

Respectfully Submitted: Anita M. Scheipers